

September 16, 1999

TO: Members of the MAG Telecommunications Advisory Group
FROM: Debbie Kohn, Avondale, Chairperson
SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Thursday, September 23, 1999, 10:00 a.m.
MAG Office, Suite 200, Saguaro Room
302 North 1st Avenue, Phoenix

A meeting of the MAG Telecommunications Advisory Group (TAG) will be held at the time and place noted above. Supporting information is enclosed.

Please be advised that under procedures approved by the MAG Regional Council on June 26, 1996, all MAG committees need to have a quorum in order to conduct business. A quorum is a simple majority of the membership, or 10 people for the MAGTAG. If you are unable to attend the meeting, please make arrangements for a proxy from your jurisdiction to represent you.

If you have any questions or need additional information, please contact Heidi Pahl or Harry Wolfe at 254-6300.

TENTATIVE AGENDA

| | <u>ADVISORY GROUP ACTION REQUESTED</u> |
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| 1. <u>Call to Order</u> | |
| 2. <u>Approval of August 12, 1999 Meeting Minutes</u> | 2. Review and approve August 12, 1999 meeting minutes. |
| 3. <u>Call to the Audience</u> | 3. For information and discussion. |

As part of the public input process for developing the FY 2001-2005 MAG Transportation Improvement Program and

FY 2000 Long Range Transportation Plan, an opportunity will be provided to members of the public to address the Telecommunications Advisory Group. Please see Attachment One.

4. Educational Topics

To keep members of the MAGTAG informed, one agenda item each month is being devoted to an educational issue. This educational session covers telecommunications infrastructure initiatives pursued by the State of Arizona. An overview of telecommunications infrastructure in the State will be provided by the Department of Administration.

5. MAG Videoconferencing Project

The MAG Videoconferencing Project will implement videoconferencing technology to facilitate communication among MAG and its member agencies and reduce travel by eliminating the need to travel to as many meetings. The recommendation forwarded to the MAG Regional Council for the MAG Videoconferencing Project will be discussed.

6. Review of the Videoconferencing RFP

MAG is requesting proposals from qualified consultants for the purchase, installation, service, support and training of VTEL videoconferencing equipment, ISDN BRI network for member agencies (end sites) and ISDN PRI or better for MAG (hub site), a 27 port VideoServer Multipoint Conference Server (MCS) and a 48 port Latitude audio conferencing server for the MAG Videoconferencing System. The draft request for proposals for the MAG

4. For information and discussion.

5. For information and discussion.

6. For information, discussion and possible action.

Videoconferencing Project will be distributed prior to the meeting.

7. MAG ITS Strategic Plan Update and ITS Infrastructure in the MAG Region

The current Intelligent Transportation System (ITS) Strategic Plan for the MAG region was developed by Maricopa County in 1995 utilizing an ITS Early Deployment Planning grant from USDOT. The plan was adopted by the MAG Regional Council in 1996. A number of key ITS developments have occurred both at the national and local levels which will be discussed.

In addition, the ITS infrastructure in the MAG region, including ADOT and AZTech projects, will be discussed, particularly as related to the MAG region telecommunications infrastructure needs.

8. Telecommuting Program

The telecommuting portion of the MAG Teleconferencing and Telecommuting Program will provide for additional telecommuting alternatives throughout the Valley and encourage telework and proximate commuting. At the last meeting of the MAGTAG it was agreed that a survey to determine what member agencies do to support telecommuting be completed by each city. Responses to the Telecommuting Survey were to be given to RPTA. Once all responses are returned the survey will be summarized. Please See Attachment Two for a list of member agencies who have not returned the Telecommuting Survey as of September 14, 1999. An update will be provided.

7. For information and discussion.

8. For information and discussion.

9. Update on the Electronic Access Survey

Small Town Connections will further email, web page and Internet assistance to those member agencies who need support, especially those who are not yet using these technologies. MAGTAG recommended performing a survey of all agencies prior to beginning this project. The Electronic Access Survey was administered by telephone and the responses were summarized. An update will be provided.

10. TIP Process

The Transportation Improvement Program (TIP) process occurs annually. As part of the TIP process MAG committee members are charged with providing input on the federally funded projects. By September 24, 1999, potential telecommunications projects for next year's TIP will need to be identified. An update will be provided.

11. Announcements and Public Input

An opportunity will be provided to Committee members and members of the public to address the MAG Technical Advisory Group.

12. Date of Next Meeting

The next meeting of the MAGTAG is scheduled for October 28, 1999. The remainder of scheduled meetings for 1999 are as follows:

December 9, 1999

9. For information and discussion.

10. For information, discussion and possible action.

11. For information and discussion.

12. For information, discussion and possible action.